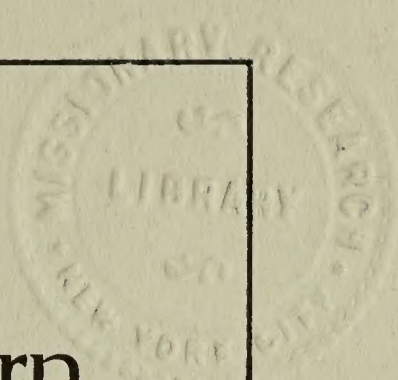


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The Isabella Thoburn Auxiliary

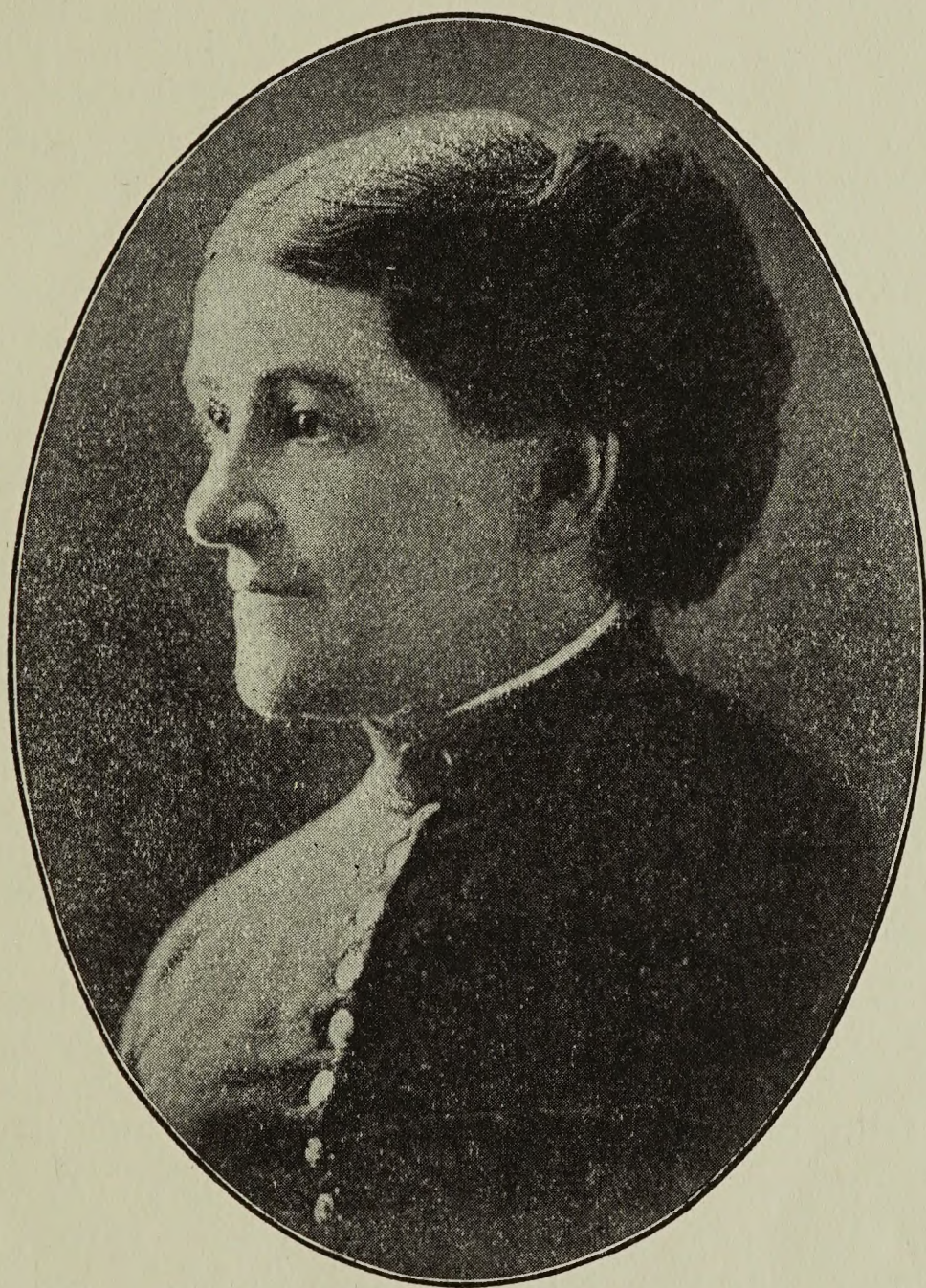
¶ An honorary Society among college women who propose, when opportunity offers, to co-operate with the Woman's Foreign Missionary Society in sharing Christian privileges with the women and children of other lands.

Methodist Episcopal Church

Committee Handbook



WOMAN'S FOREIGN MISSIONARY SOCIETY
Methodist Episcopal Church



ISABELLA THOBURN

Founder of the first Christian College for Women
in Asia.

St. Clairsville, Ohio, 1840—Lucknow, India, 1901.

COMMITTEE HANDBOOK

"The most powerful element of human society is women who mold the lives of little children who will be the nation in twenty-five years."

—ROBERT E. SPEER.

To Student Center Committees:—

Emerson has said "We are never tired so long as we can see far enough." The vista before you extends to far lying shores and reveals untold possibilities.

Your work in the Isabella Thoburn Auxiliary brings that opportunity prized by the queenly president of Wellesley College, Alice Freeman Palmer, "It is people that count. You want to put yourself into people; they touch other people; these, others still and so you go on working forever."

Your point of contact is with a class destined to have large influence. Many have ability to see and to do greater works than we who call them to service.

It is your privilege to enlist for the world's deepest needs, not only the originality, efficiency and daring of trained minds but the sympathy of warm hearts and the faith, the consecration, the loyalty of young lives.

May the Master who calls for them guide you in your task. As you consciously and unconsciously entreat his guidance, may you realize that it is God who worketh through you.

MARY CARR CURTIS,

General Student Secretary.

COMMITTEE HANDBOOK

*“Swift to hear,
Prompt to obey,
Ready to serve.”*

THIS record of Isabella Thoburn, carved on the white stone over her grave in Lucknow, India, is the motto of the Isabella Thoburn Auxiliaries.

A loyal worker in her church at home, the first to offer her services to the Woman's Foreign Missionary Society for work abroad, her name has been deemed worthy to lead a loyal movement among Methodist college women.

The Isabella Thoburn Auxiliary is an honorary society, into whose membership are invited those who purpose, when opportunity offers, to co-operate with the Woman's Foreign Missionary Society in sharing Christian privileges with the women of other lands.

The vital point is a membership card which transfers to the “regular army” when college training is past.

No dues are asked, for student missionary contributions are directed to Sister Colleges, to Y. W. C. A. foreign work, or other objects. No student officers are asked, for college life is already overcrowded with organizations.

No extra burden is placed on the busy student schedule, for a supper invitation is the common announcement of an Isabella Thoburn Auxiliary meeting. It does not, therefore, come under the head of a “student activity.”

The programs, planned by the committee of Methodist women appointed for the student center, may vary, but one clear object stands forth always—the preparation of Methodist women students for their allotted responsibility as Methodist women for 70,000,000 women and children unreached by the Gospel.

COMMITTEE HANDBOOK

ORGANIZATION

The Student Department of the Woman's Foreign Missionary Society consists of:

A General (National) Student Secretary and Advisory Committee of three, with official headquarters at the general office of the Society, Room 710, 150 Fifth Avenue, New York.

Eleven Branch student secretaries.

Local committees for all student centers where Methodist women are in attendance.

(See By-Laws, Art. VI. and VII., Annual Report of the Woman's Foreign Missionary Society.)

Student work in each Branch is carried on by a Branch student committee of which the Branch student secretary is chairman. The chairmen of all student center committees, together with certain student representatives, are members.

The student center committee is composed of a chairman, appointed by the Branch student secretary and confirmed at the Branch Annual Meeting, and five or more members, chosen by the chairman in consultation with the Branch student secretary and officers of the local auxiliaries.

DUTIES OF THE STUDENT CENTER COMMITTEE

The Committee shall

1. Arrange for meetings of the Isabella Thoburn Auxiliary.
2. Plan programs presenting the work of the Woman's Foreign Missionary Society in its far-reaching and important aspects showing its vital relation to other world movements and its place in the general and local work of the Methodist Episcopal Church.
3. Enroll Methodist women students as members of the Isabella Thoburn Auxiliary and so far as possible, keep in touch with them.

COMMITTEE HANDBOOK

4. Keep in touch with student volunteers and foreign students, rendering special service when needed. (See pamphlet, Preparation of Women Missionaries, 25c, Board of Missionary Preparation, 25 Madison Avenue, New York.)
5. Encourage the use of missionary literature in college and dormitory libraries. A complimentary copy of the *Woman's Missionary Friend* is sent to each Methodist college and to other institutions where attendance of Methodist women creates a demand.
6. Hold committee meetings at regular intervals to consider, plan and pray for the committee work.
7. Assist the Branch student secretary in District and Branch meetings.
8. Report semi-annually to Branch student secretary.

MEMBERS OF THE ISABELLA THOBURN AUXILIARY

Following the presentation of the work of the Woman's Foreign Missionary Society and the purpose of the Isabella Thoburn Auxiliary, each student present should be asked to fill out a record card, thus signifying her purpose to co-operate in this work of her church.

This constitutes her a member of the Isabella Thoburn Auxiliary and entitles her upon leaving college to active membership in any organization of the Woman's Foreign Missionary Society.

The record card should be filed by the chairman or secretary of the Committee and sent when the student leaves school to the Branch student secretary who will compile therefrom a note of recommendation to district or auxiliary officers, or pastor of local church.

A membership card which transfers to some active organization of the Woman's Foreign Missionary Society, should be given by the Committee to each member of the Isabella Thoburn Auxiliary when about to leave college.

COMMITTEE HANDBOOK

These cards are furnished free at the Branch Depot of Supplies.

A Standard Bearer may transfer her membership to the Isabella Thoburn Auxiliary upon entering college. This plan is similar to affiliated church membership. It is a matter of fine sentiment with many who

“Began in the cradle, in earliest youth
To send to the Christless God’s precious truth,”

to keep unbroken their connection with our beautiful “Sisterhood of World Service.” The Isabella Thoburn Auxiliary affords this opportunity otherwise lost amid the organizations of the college period.

EXPENSES

Local expenses may be met:

By a local hostess auxiliary,
By a distant hostess auxiliary,
By a group or district organization,
By lady entertaining,
Or by the Committee.

In this, as in other matters, ways and means depend upon local conditions. The woman who contributed a glass of jelly to the supper at which a student received inspiration resulting in a new organization in a distant state, felt well repaid for her investment.

INVITATIONS

These may be:

Personal notes from the committee,
Invitation to a class or group through their leader,
Public announcement (not often advisable),
Date published in college handbook (a good plan),
Upper classmen invite other students.

In certain large colleges, special supper invitations have been confined to seniors, other classes being invited to more general affairs, such as lantern slide lectures, etc.

COMMITTEE HANDBOOK

An informal tea in homelike surroundings with especial invitations to freshmen, brought good results in a State University. Many freshmen come with missionary interest which the committee should by all means conserve.

MEETINGS

The time and frequency of the Isabella Thoburn Auxiliary meetings will be largely determined by local conditions.

At least two meetings for instruction and a senior farewell should be held annually, the fall meeting not later than November, and the spring meeting early in May, or at other convenient times.

March 23rd, the anniversary of the founding of the Woman's Foreign Missionary Society; April 24th, Miss Thoburn's birthday; the week preceding or following Easter are dates suggested.

If the date can be decided early enough to go into the College calendar, there is great advantage. Experience shows good results from meetings of informal character; cushions on the floor of a real home and "homey eats" are appreciated.

Success has attended:

Supper in church parlors, interspersed with college and church songs and brief pointed missionary talks,

Four o'clock lantern lecture,

Indoor picnics, knitting and thimble parties,

Tea on Sunday afternoon in private home,

Garden party, porch party,

Woods breakfast,

Trolley or sleighing party.

Let the senior farewell be a half hour service of consecration on the communion Sabbath preceding Commencement. Plan to go in a body to the communion table.

COMMITTEE HANDBOOK

PROGRAMS

Begin your plans with a definite statement of the object of the program.

Make out a general plan for the year.

Fully half the presentation should appeal to the eye—Posters that drive a fact all the way home, decorated maps, curios labelled to tell something pertinent.

In every program plan for student expression,—singing, concert repetitions, writing our questions, decision shown by rising, etc.

A rule for speakers—concentrate on salient points, use the fewest possible words, and “hit the line hard.”

Give place to the songs of the church and the college which bind hearts together.

For table grace, one verse of:

“Awake my soul to joyful lays”—Meth. Hymnal, No. 539.

“Break thou the bread of life”—Meth. Hymnal, No. 325.

“Be present at our table, Lord”—
or concert repetition of the 23d Psalm.

For prayer:

“Holy Spirit, faithful guide.”

“Saviour, like a shepherd lead us.”

“O Jesus, I have promised.”

“My faith looks up to thee.”

“Lord, speak to me, that I may speak.”

“Spirit of God! descend upon my heart.”

For closing:

“I love to tell the story.”

“When I survey the wondrous cross.”

“Lord, for tomorrow and its needs.”

“Jesus Lover of my soul.”

“Hasten, Lord, the glorious time.”

COMMITTEE HANDBOOK

(POSTER)

**THE WORLD SURVEY BY MISSIONARY EXPERTS
ESTIMATES A THOUSAND MILLION YET TO HEAR
THE GOSPEL**

**Proportionate Responsibility Is Now Assigned to Each
Evangelistic Denomination**

**70,000,000 WOMEN AND CHILDREN
are dependent on the WOMEN OF THE METHODIST
EPISCOPAL CHURCH**

For Intellectual and Spiritual Liberty

**To Meet This Responsibility
2800 WOMEN MISSIONARIES ARE NEEDED
By the Woman's Foreign Missionary Society**

596 ARE NOW AT WORK !

**THE ISABELLA THOBURN AUXILIARY
CAN MEET THIS CHALLENGE**

COMMITTEE HANDBOOK

(POSTER)

IF ONE OUT OF EVERY TEN
METHODIST WOMEN STUDENTS SHOULD JOIN
THE FORCES ABROAD THE NEED FOR
MISSIONARIES WOULD BE MET

6 Cents a Week From Every Methodist Woman
WOULD FURNISH \$6,000,000 ANNUALLY
An Adequate Support for the Task

IF EACH METHODIST WOMAN STUDENT
SHOULD ENLIST ONE HUNDRED ACTIVE MEMBERS
For The Woman's Foreign Missionary Society
The Task of the Home Base Could Be Met

Can The Isabella Thoburn Auxiliary Meet This Challenge?

"As his share is that goeth down to the battle, so shall his share be that tarrieth by the baggage; they shall share alike."
—I SAM. XXX; 24.

(These should be permanent posters and have prominent places at every meeting of the Isabella Thoburn Auxiliary.)

COMMITTEE HANDBOOK

In connection with these posters present the topic:

HOW CAN I, A METHODIST WOMAN, MEET THIS RESPONSIBILITY?

I. Be one of the 2800 missionaries

As Teacher

In one of the eight woman's colleges supported wholly or in part by the Woman's Foreign Missionary Society

In one of the normal or high schools

In one of the intermediate schools, orphanages or industrial schools

As kindergartner, as domestic science, physical education, music or art teacher.

1400 schools to be supplied.

As Doctor or Nurse

In one of the twenty-one hospitals of the Woman's Foreign Missionary Society.

"The greatest battlefield in the world today with the greatest suffering and loss of life is among the millions of child-mothers in India."

As that Leader of Leaders, the Missionary Evangelist

Who supervises village schools, trains Bible women, introduces sanitation and social betterment along with the Christian message.

Questions for Discussion

In what countries are these positions open?

How many missionaries has your college trained for the Woman's Foreign Missionary Society?

Can this proportion be increased?

II. Be a worker at the Home Base

As member and contributor in a regular auxiliary or Standard Bearer company

As leader of Junior organizations

As officer in local, district, conference, Branch and General Executive organizations.

COMMITTEE HANDBOOK

WHAT CAN BE DONE IN THE HOME CHURCH BY:

Story-Tellers

Take the missionary message in story form to Sunday Schools.

Lend variety to auxiliary meetings by a well-told story.

Teach art of missionary story-telling to Mothers' Clubs and classes.

Tell stories at children's rallies.

Illustrate the art at district meetings.

Artists

Work out attractive year books and programs.

Design special invitations, menu and place cards.

Sketch attractive posters for church bulletin boards.

Prepare illustrative charts and mottoes.

Instruct others in the art.

Teachers

Direct reading circles.

Conduct normal classes on the text-book.

Discuss the elements of the teaching process as applied to missionary instruction.

Readers

Give an evening of missionary readings. Recitation preferable.

Interpret great missionary hymns, co-operating with musicians.

Inspire a meeting with an appropriate poem recited at the right moment.

Musicians

Make the music at meetings a real contribution to the Kingdom.

COMMITTEE HANDBOOK

Organize quartets and glee clubs.

Train children's choruses in missionary songs.

Publish carefully edited list of appropriate missionary solos and hymns.

Players

Present the missionary appeal in interesting dramatic sketches.

Organize dramatic sections in local societies to give missionary plays and other sketches for Sunday Schools, district meetings and special meetings of the society.

Specialize on costumes of mission lands. Arrange exhibits.

Train children in this work.

Stenographers

Volunteer evening work to assist burdened officers of District, Conference or Branch with their letters or reports.

Typewrite inserts for programs and menus where printing is too expensive.

Mimeograph important items and announcements for distribution.

Volunteer for telephone service when emergency calls are to be sent out.

Speakers

Help needy organizations with an effective address.

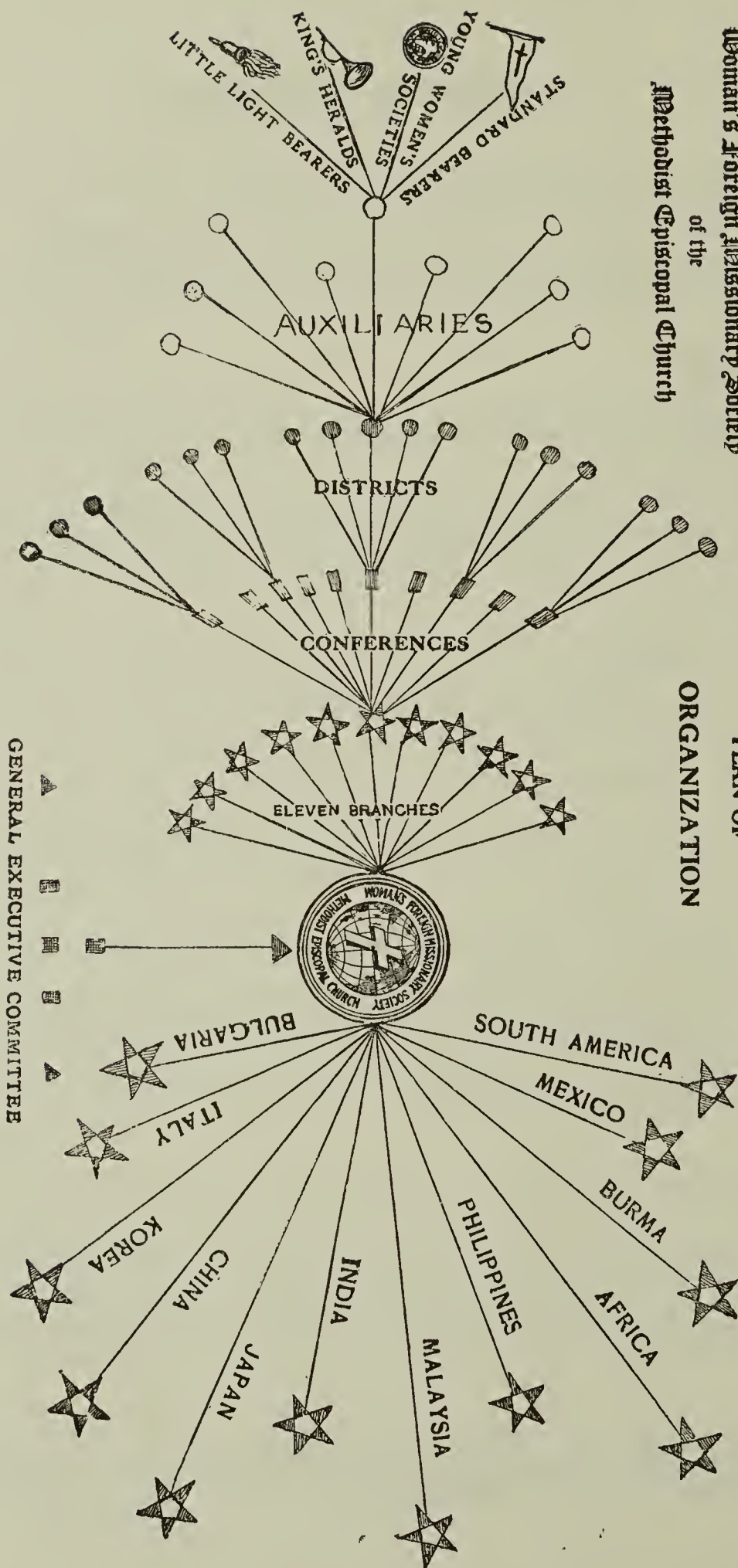
Give evening lectures illustrated with stereopticon.

Organize among leaders a class to encourage public speaking.

In connection with this program, a good story-teller might give Jeevamoni (3c), For Love's Sweet Sake (2c), or The Master Wants You (2c.)

Woman's Foreign Missionary Society
of the
Methodist Episcopal Church

PLAN OF
ORGANIZATION



COMMITTEE HANDBOOK

References:—

Annual Report Woman's Foreign Missionary Society,

Pamphlets, Board of Missionary Preparation. (25 Madison Ave., New York City.)

Bulletins Student Volunteer Movement. (25 Madison Ave., New York City.)

Our Work for the World (30c).

The King's Business (36c).

(Unless otherwise marked, order from Branch Depot of Supplies.)

PROGRAM—AN IMMENSE BUSINESS CONCERN

An annual income of over a million dollars. Established 1869. High financial rating.

Property valued at three millions.

Head office in New York. Branch offices Boston, New York, Philadelphia, Baltimore, Cincinnati, Chicago, Des Moines, Minneapolis, Topeka, San Francisco and Portland.

7000 distributing centers.

600 foreign agents in twelve countries.

Circulation of trade journals, 166,000.

Welfare department—1400 schools, doctors and nurses in employ.

Pension system.

Politically influential.

The idea of a business concern may be used in dramatizing the plan of organization diagram. (Page 16.) Represent annual meeting of board of directors—reports, cablegrams, plans to increase business.

PROBLEM

Given: the eager-hearted, loving Christian children, girls and women of Methodism.

To Construct: by means of them, an organization fitted to carry the love and light of Christ to the weary, unillumined women, girls and children of the non-Christian world.

COMMITTEE HANDBOOK

- I. (a) Take a group of babies here and another group there and call them Little Light Bearers; continue the process until all the babies of the Church are enrolled;
- (b) Repeat for groups of children, calling them King's Heralds;
- (c) Repeat for girls and young women, calling the groups Standard Bearers and Young Women's Societies.
- II. Combine these groups under the direction of groups composed of the women of the Church organized as Auxiliaries.
- III. Combine these small groups into districts; organize the districts into conferences and the conferences into eleven major groups known as Branches.
- IV. Sum up the whole series in a central group, to be called the General Executive Committee, which represents them all.
- V. Superpose, upon the General Executive Committee and through it upon the thousands of smaller groups, the greatest of missionary ideals, that of carrying the Gospel to every creature;

AND YOU WILL HAVE

- VI. In conclusion, connecting lines radiating to every land where women, girls and children, needing Christ, wait to be taught of Him.

Q. E. D.

PROGRAM—STANDARD BEARER WORK

Leader impersonates District Secretary of Young Peoples' work, or Field Secretary.

Selects one student for prospective counselor, others represent a group of high school girls who ask numerous questions.

Have at hand Branch Report, Standard Bearer Handbook, catalogue of literature, membership cards, report blanks, Standard Bearer Manual, leaflets, etc. A packet may be obtained free from the Depot of Supplies for purposes of organization.

COMMITTEE HANDBOOK

Write Publication office for sample copies of the *Woman's Missionary Friend*, and call attention to monthly Standard Bearer department, Mystery Box, etc.

Leader states object of meeting and introduces counselor.

What is a Standard Bearer company?

Ask a good reader among girls to tell the story of its origin (Leaflet, "Story of the Standard Bearers," 2 cents).

Present status of organization and scope of work. If Standard Bearer missionary has gone from this college, tell of her work, etc. Mention Branch Standard Bearer missionaries.

How related to other organizations of the Woman's Foreign Missionary Society? What officials, local and general? State requirements of membership, dues, meetings, public programs, convention representatives (see leaflet "Wanted, Girls," 2 cents).

Pass pledge cards. Announce results. Informal ballot for officers.

Elect chairman of program, membership and other committees. Place helps in hands of officers and committees.

Close with Standard Bearer service, brief selections from "Gail Holister's Heritage" (28 cents), or a well-told story, "The Master Wants You" (2 cents), or "It Need Not Have Been" (2 cents).

PROGRAM—CHILDREN'S WORK

A plan similar to the Standard Bearer demonstration may be followed in presenting children's work. Kindergarten work may go well in an informal meeting.

The work may be described in letters, real or imaginary from former students who are giving a vision of world brotherhood to King's Herald bands.

Explain the Little Light Bearer plan (Junior Handbook, 5c).

Ask for volunteers for children's leaders.

Practice the children's slogan whose catch words are made from the first letter of our twelve foreign mission

COMMITTEE HANDBOOK

fields: Japan, India, Burma, Bulgaria, South America, Italy, Malaysia, Mexico, Philippines, Africa, China, Korea.

Jibb Simm Pack.
Jibb Simm Pack,
We'll never go back
On Jibb Simm Pack.

Notes for Children's Workers

Brilliancy is not necessary for leadership among children, but there must be a love for children and a belief in missions. "Consecration, information and imagination."

In preparation read some great missionary book: "Mary Slessor," "David Livingstone," "Anne of Ava," "Under Marching Orders." The object is not only to make missionary students but missionary lovers.

Secure addresses of district and conference officers, Junior Handbook and organizing outfit and a catalogue from the Depot of Supplies. Order copies of the *Junior Missionary Friend* from the Publisher, 581 Boylston Street, Boston, Mass.

Explain plan in Sunday school classes and talk with mothers.

Plan for programs—Devotions 10 minutes, business 10, study 20, manual work or play, ("What Shall They Play," 5 cents), or story telling, 20 minutes.

To increase efficiency attend conventions, visit other Bands, join in rallies and public meetings, visit lower grades of public schools.

Keep in touch with the auxiliary and district secretary of children's work. Share with them your progress and problems.

Keep in touch with the mothers. Ask for their help in giving parties. Have a mother's day. See leaflets "Where's Mother?" (2 cents), and "Program for Mothers' Meeting" (10 cents).

Keep a scrap book or files of clippings and pictures.

"Missionary Gems for Juniors" (25 cents) is a very usable collection. One of the poems "A Little Heart and How It Grew" can easily be worked out as a poster.

COMMITTEE HANDBOOK

NOTES

The work abroad may be presented as a Woman's University, with departments of education, language, medicine, home economics, etc.

"Round the World in Five Minutes" or a "Globe Trotter's Picnic" for a curio meeting. Arrange placards, posters, curios and maps of the twelve mission fields in different corners. Have some souvenir telling missionary fact at each.

After the general tour assign groups to report on each country—the pleasant features, difficulties, what is needed, and what the Woman's Foreign Missionary Society is doing.

Allow five minutes for investigation and questions to the person in charge.

Give life of Miss Thoburn in stories from a friend of her girlhood, another friend of her young womanhood (Dr. Clara Swain) and later years in India (Lilavati Singh). References: "Christian Standards of Life"—Murray-Harris. "Life of Isabella Thoburn"—Thoburn.

"Some Generals and Their Divisions." Bring out the general work of the Woman's Foreign Missionary Society through personal introduction of the president, in charge of the Foreign Department; vice-president the Home Department; secretary, records and statistics; treasurer, income, investments, foreign exchange, etc.; secretary of student work; secretary of young people's work; secretary of children's work; secretary of German work and secretary of Swedish work.

Arrange a Mystery Box contest with a contribution for the College Missionary Fund to the winner.

For lantern slides inquire of the Depot of Supplies.

Consult the Student Page in the Woman's Missionary Friend.

Recommend "Stewardship Starting Points" (Methodist Book Concern 25 cents), for study in your own and in the Y. W. C. A. missionary committees.

By agreement with the Y. W. C. A., missionary contributions in Methodist colleges are directed to Sister Colleges in the Orient.

For further information write your Branch student secretary.

COMMITTEE HANDBOOK

SERVICE FOR RECOGNITION OF MEMBERSHIP INTO ISABELLA THOBURN AUXILIARY

Chairman presiding.

Hymn (all standing)

Oh Master, let me walk with thee
In lowly paths of service free;
In work that keeps faith sweet and strong,
In trust that triumphs over wrong.

In hope that sends a shining ray
Far down the future's broadening way;
In peace that only Thou canst give
With Thee, Oh Master, let me live.

Purpose (members remain standing)

Chairman: "We, the members of this Isabella Thoburn Auxiliary, have for our purpose, a better preparation for positions of helpful service and leadership in our Church. We aim to widen our sympathies, deepen our consecration and increase our efficiency that we may the better meet our responsibility for 70,000,000 of our sisters, who still sit in darkness."

Girls: "This is truly our purpose."

Presentation and Welcome

Chairman: "You girls (reads names) are now duly elected into our membership and heartily welcomed into our goodly fellowship. Let us repeat together the words carved on the white stone over Isabella Thoburn's grave, which express so well her devoted spirit, and which we Methodist students of America are proud to use as our motto:

"Swift to hear,
Prompt to obey,
Ready to serve."

COMMITTEE HANDBOOK

Motto for "Isabella Thoburn" Auxiliary

Ypsilanti.

Swift, Lord, to hear Thy call, prompt to Thy will o - bey,

Read - y to serve and thus to bring Thy glo-rious day.

Close by Singing

1.

Swift to hear the cry of millions,
Quick to answer human need,
Prompt to obey the vision glorious,
We will go where thou dost lead.

2.

Ready to serve Thee, hear our pledge Lord,
Ready to give Thee heart and brain.
Ready to conquer thru Thy spirit,
That the world may know Thy name.

(Tune, "Jesus calls us over the tumult."—No. 545, Methodist Hymnal.)

COMMITTEE HANDBOOK

This booklet can be purchased for 10 cents from the Publication Office, 581 Boylston Street, Boston, Mass., or any Branch Depot of Supplies. Address given below.

N. E.—Miss F. A. Farnham, 581 Boylston St., Boston, Mass.

N. Y.—Miss Grace Whiteford, Room 715, 150 Fifth Ave., N. Y.

Phila.—Miss V. M. Maharg, 1701 Arch St., Philadelphia, Pa.

Balto.—Mrs. L. W. Dickens, 310 No. Howard Ave., Baltimore, Md.

Cinn.—Miss Alice M. Startsman, 420 Plum St., Cinn., Ohio.

No'wstn.—Miss Marie Winterton, 740 N. Rush St., Chicago, Ill.

Des M.—Miss K. R. Willis, L. B. 273, Maryville, Mo.

Minn.—Mrs. S. F. Draper, 3402 University Ave., S. E., Minneapolis, Minn.

Topeka.—Miss M. D. Thackara, 1303 T St., Lincoln, Neb.

Pac. So.—Miss C. M. Leas, Room 802, 255 So. Hill St., L. A., Cal.

Pac. No.—Miss J. Marston, 5-7 City Hall Ave., S. F., Cal.

Col. R.—Mrs. W. M. Erskine, 575 E. Stark, Portland, Ore.